

COMMISSIONERS APPROVAL

CHILCOTT *g*

LUND *BL*

THOMPSON *AT*

TAYLOR (Clerk & Recorder)

Date.....March 22, 2006

Members Present..... Commissioner Greg Chilcott,  
Commissioner Betty Lund and Commissioner Alan Thompson

Minutes: Glenda Wiles and Sally Fortino

The Board of County Commissioners met with the Department heads for the monthly meeting. Ken Miller facilitated the meeting. Karen Hughes, Planning Department, was unable to attend the meeting.

Karen Mahar, County Attorney and Pete Clarkson, Sheriff's Department discussed courthouse security. There are too many master keys floating around. Security is not tight in the courthouse. Pete said the policy is to keep office doors locked off reception areas. Laminated glass should be installed over windows, with speaker holes and a recessed tray in the counter. This also cuts down on spreading germs from contact with the public. We can't put something in stone regarding how to escape an intruder. We have discussed different ways to exit the office in case of an emergency. People need to rally at one place to facilitate a head count.

Karen said glass barriers are not bullet proof. They give a chance to get out of the office. It doesn't do any good to hide behind a door. That doesn't work in real life. Get out is the correct action.

Pete said bullets go through desks and walls, etc. Once these barriers are in place, without an intercom system we would have no way of knowing what was happening.

Julie asked if there could be a monitoring system in place.

Pete said that is not necessarily the problem. An intercom system is better.

Joe said the pager system is available in several offices; an intercom system is on the new phones.

Commissioner Lund said the testing test has been done.

Skip said there are icons on computers that should go to 911, is that in place yet?

Joe said the problems have been solved; they have started retesting, which should be implemented soon.

Karen said perhaps they should have one meeting regarding security.

Commissioner Lund said each office has implemented an escape plan.

Karen said Glenda used to announce building-wide instances.

Joe said the 9-1-1 Department, Donna, Nedra and Glenda are best suited for security.

Commissioner Chilcott said they should have this in the basement of the courthouse. Joe said he recommended against having it installed on every phone. Karen said she could email everyone; if they are interested they could email back. Commissioner Chilcott said the fundamental flaw is various offices are copying and handing out keys. Human Resources should issue keys at hiring, and have them returned when leaving the job. Skip said he has a handle on the keys in the Administration Building; the other building would need someone in departments to handle it. Commissioner Chilcott said re-keying is expensive. Karen said the district court discussed cards. Commissioner Lund said they are very expensive. Skip said he issues keys at hiring; the other building would be challenging. Commissioner Lund handed out information on personally safety in public places. Theresa said there are building security surveillance cameras at doors or main entrances. It discourages foul play. Make them visible.

Change of subject to impact fees:

Commissioner Chilcott said the capital improvement program for departments seems prudent and fiscally responsible. It needs to be part of long-range goals and objectives. This is a 7-year capital improvement program, assigning priorities and price tags. Jana said budget sheets would have data for this fiscal year and next year's projected budget. The County is looking at a 3.4% COLA for the coming budget year. Skip said he can put the suggested COLA in a formula; then meet with him to crunch numbers if you are planning changes in staffing or changes in staff positions. There are no changes foreseen in unemployment; it should be the same.

Commissioner Chilcott asked if Jana would do monthly sheets on department budgets. Jana said Glenda would get out notices to schedule budget hearings.

Brian Jameson for Courthouse building directory and signs: The north entrance has confusing signs; could we upgrade the directory and signs, with moveable letters for changing offices? Nedra would need to take down old signs. The signs in front are missing some letters, the Sheriff's office is still perceived to be in the old location. Commissioner Lund said she would call Rob, since it was his idea. Nedra said it might behoove some offices to notify people of new addresses. Skip said we deal with many vendors who are sending things to the wrong addresses after four years. Nedra said we have a slip in our office for the Department of Revenue. Skip asked how we are doing on the logo. Theresa passed around a card. She said it doesn't print as well in black and white as in color. We should be able to email it to the printer, but color works much better. Joe said he has asked them to work on a County Logo that would print well in black and white.

Joe said the new website is up, everyone in IT can change the website. If your department needs changes, contact one of us and we will update for you. For those who

want to purchase rights (\$160 for two years) IS will handle the transaction for you. Joe doesn't recommend complex applications. You can purchase the program if you want to. Commissioner Thompson asked who puts the agenda on, and how often is it renewed. Legal counsel has said an incorrect agenda is worse than having none. Joe said his department would take it over and then train Glenda to do it. Commissioner Thompson said our agenda is updated throughout the week. Commissioner Chilcott suggested placing a caveat on the calendar that states it is subject to changes.

Joe said he spoke to the State yesterday, with Joanne, for access to pay court fees over the Internet. People could come here and get online to pay these fees. People would have to come here for that, however. Fees are assigned to a person, not to the County. The fee is 1.5% of the transaction + \$1.50.

Commissioner Lund asked if people could pay taxes on line.

Joe said not yet.

Joanne said Lewis & Clark County does many things online.

Julie said Wanda wanted to check on parking at public buildings. Public Health wanted to keep Bedford open. They have requested that we don't park on Bedford. Madison Street is Court stuff. We are parking in front. Many wouldn't mind assigned parking. What is going to happen?

Skip said we took the building with the understanding that this lot would be public parking, with designated spots.

Commissioner Lund said four are assigned here in this lot.

Skip said many new Planning Department employees are parking here.

Commissioner Lund said the street is public.

John Lavy, new employee to the Planning Department, was introduced.

Joanne said the Treasurer's Department would be closed from 11:45-1:15 tomorrow for customer service seminar.

Commissioner Lund said there is room in the class for anyone wishing to attend.

Joe said phones would be off from 12:00-1:00 pm.

Julie said she has done a phone directory. She passed out copies to those interested.

Next meeting will be one month 4/19, facilitated by the Planning Department.

The Board held a public hearing in regard to fee increase for airport leases and commercial fees. Numerous citizens were in the audience, which included many lessees of hangars at the airport, along with Airport Manager Red Caldwell, Airport Board

Members Fred Haaskamp, Dave Hedditch and Jim Trowbridge. Also present was Civil Counsel James McCubbin.

Commissioner Chilcott read the legal notice. Red stated the public hearing concerns the County Attorney in regard to the market price evaluation. Three leases were given after the last changes in October. The lease needs to be modified to have a dollar value identified in the lease. Perhaps a square foot increase would be appropriate and they are seeking public comment.

**Persons in favor:**

Richard O'Brien asked about rates of other airports. Red stated \$.07 is a comparable rate. By going to \$.09 we are above the mid range. No commercial fees were compared.

**Persons opposed:**

Bill Stewart stated he heard the Federal and/or State governments are saying it is not advisable to charge more lease fees if the airport is within reasonable compliance and they are carrying their own load. Had the Commissioners thought about that?

Steve Wolters said the fees have been in place for quite a few years, no other airport has implemented the \$.48 development fees. Take that and amortize over 10 years is \$.05 and over 20 is 2.5 cents. So we have actually been paying more money than other airports.

Bill stated the \$.48 was in effect when they paved the roadway by Hank O'Shant's hangar. It was only meant to have that portion of the road paved and it was something we placed on ourselves for this one instance, but it continued.

Closed public comment. Board deliberations then took place.

Commissioner Thompson stated this has been discussed quite a bit. \$.07 has been in place for quite some time. Hangar leases were changed for CPI and when we reviewed the last 10 years, calculating the CPI it came out slightly less than \$.02. So it seems equitable to raise it \$.02. Commissioner Thompson stated he does have a list of other airport charges, but our lease rates should not be compared to some of the small counties, but we are in line with other counties of like size. Kalispell is a good example at \$.016 and \$.07 is the mean average and \$.09 gives us an extra \$4,000 per year. The airport is at a break-even point with fees, so it will give us a cushion. He feels this is equitable and in five years it can be reviewed again.

Commissioner Lund concurred with Commissioner Thompson. She said she reviewed much information from other airports. CPI has been at 24.5 for 10 years, so a \$.02 increase is fair. Commercial also went from \$100 – \$120.00. The goal is to make us successful at the airport; sustainability is important.

Commissioner Chilcott stated the county has approached the Pilots' Association and Safety Foundation for extra monies, and this may give more latitude to not have to seek

donations. He stated it is important to keep the airport sustainable, as it makes it harder for others to take shots at the airport for any issue. Commissioner Thompson felt the airport is self sustaining.

Commissioner Lund made a motion to increase hangar lease from \$.07 to \$.09 and commercial from \$100 to \$120.00 per year, effective July 1, 2006. Commissioner Thompson seconded the motion and all voted "aye". (See Resolution No. 1813, which amends Resolution No. 1574).

The public hearing was then closed.

Red asked how they codify the \$.09 in the rules and regulations. James stated if it is done within the rules and regulations, a public hearing amends the regulations.

In other business, Commissioner Lund attended a conference call with Ravalli County Economic Development Authority during the morning hours.

The Board met to review the request for final approval to the Falcon Estates Subdivision. Present at this meeting were Civil Counsel James McCubbin, Planner Ben Howell, PCI Engineer Gilbert Larson and Developer Scott Twite. Commissioner Lund was not present for this meeting. It was noted that there was a memo presented from Planning stating that the Final Plat should not be signed due to the lack of grading and drainage. Ben stated the preliminary plat addressed slopes greater than 25% on lots 1,2,7,8 & 12, which included no build alterations. However, when the final plat came for signature, the slopes were not there because when the contractor changed the grade of the road, it reduced the slopes. Due to this change, the Planning Staff asked PCI for a new contour map. PCI indicated the grading issue is outside the engineering plans and did not want to re-do the topography lines. Therefore, the Planning Staff is recommending the denial of this deviation.

James noted the subdivision regulations require this to go back to the Planning Board for review if the Commissioners decide it is a major deviation. The Commissioners asked what the definition of a major deviation is. James responded that it creates new consequences that were not considered during the review process. Those changes could include the realignment of a lot, road or ditch changes. Therefore with the road change and no grading and drainage plan, the Planning Staff does not know whether this is a major or minor deviation. James noted that by reducing the grades, they might be either reducing the consequences or actually making something worse.

Commissioner Chilcott noted the septic systems are located on the fill area. Ben stated the developer did receive new DEQ approval with those changes. He stated they would consider this minor because the developer upgraded the grading and drainage plan, but in order to make sure, they need to actually see the plan.

Gilbert stated the slopes in the area are less than 25%. Some of the lots were 'dished' out 26%, or mounded out so they were actually able to lower the grade from Maroon Court.

By dropping the road, they were able to drop the lot grade, which takes away the problem that originally existed. Those areas were then 'blended in'. Gilbert stated even the steepest grades of 33% were blended down to 16%. Gilbert also noted that by lowering the road, the grading and drainage plan was not affected because the lots slope away from the road.

Commissioner Thompson noted he was on site one month ago and found quite a bit of dirt being moved. Gilbert stated this particular developer removes the topsoil and places it back onto the lots.

James advised the Board they need to address whether this is a minor or major deviation. Commissioner Thompson stated he could see no major deviation. Commissioner Chilcott concurred.

Gilbert also noted that the Developer is asking for a subdivision improvement because condition #4 addresses the well and sprinkler system at the park. He stated the well is in and the sprinkler system will follow when the weather permits. Therefore he presented the bid from the sprinkler installer along with a security check for the completion of that item within the next few weeks.

Commissioner Thompson made a motion, based on the letter from Planning and finding that no slopes exist with a greater than 25% on Lots 1,2,7,8 & 12, as certified by PCI Engineering, this to be a minor deviation and that the improvement agreement for the sprinkler system within the parkland be accepted with the security check; that the Falcon Estates Subdivision be approved for final plat. Commissioner Chilcott seconded the motion and all voted "aye".